

# STATE STREET COMMISSION

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## State Street Commission Meeting

Tuesday, January 15, 2019

2:00 PM

ABC7

190 North State Street

10<sup>th</sup> Floor Conference Room

### MINUTES

#### ATTENDANCE

##### Commission Members Present

Commissioner Greg Cameron  
Commissioner Paul Fitzpatrick  
Commissioner Dean Lane  
Commissioner Ryan Segal  
Commissioner John Tully  
Commissioner Anne Voshel

##### Commission Members Absent

Commissioner Mark Davids  
Commissioner Scott David Greenberg  
Commissioner John Idler  
Commissioner Mark Kelly  
Commissioner David Reifman  
Commissioner Rebekah Scheinfeld  
Commissioner Jennifer Williams

##### Others Present

Anthony G. Ciaravino  
Michael Edwards  
Eric Finnegan  
Judie Green  
Karl Guider  
Laura Jones  
Connie Kalble  
Robert Kearney  
Tom Carney  
Paul Reise  
Abel Rodriguez  
Mark Roschen  
Andrea Schwartz  
Cole Stallard  
Sukmeke Watkins

#### AFFILIATION

Joffrey Ballet  
11 East Partners LLC  
Palmer House  
Acadia  
Department of Streets & Sanitation  
AVA Consultants

AmTrust Corp.  
the Wit/ECD  
ABC7  
DCASE  
Department of Planning & Development (DPD)  
Chicago Department of Transportation (CDOT)  
Macy's

Chicago Police Department  
Chicago Loop Alliance (CLA)  
C.I.M.  
Auditorium Theatre  
Chicago Public Library  
Chicago Loop Alliance (CLA)  
C.I.M.  
42<sup>nd</sup> Ward  
CDOT  
Department of Planning & Development (DPD)  
Chicago Loop Alliance (CLA)  
Department of Planning & Development (DPD)  
Macy's  
Department of Streets & Sanitation  
CTA

## **I. Call to Order**

SSA#1-2015 Chair Anne Voshel called the meeting to order at 2:00 PM. Introductions were made around the table.

## **II. Public Comment**

No comments were made by the public.

### III. Approval of Minutes

A motion to approve the minutes from the Tuesday, October 16, 2018 State Street Commission meeting was made by Commissioner Fitzpatrick and seconded by Commissioner Segal. The motion carried unanimously. A second motion to approve the minutes from the Tuesday, October 16, 2018 Public Meeting was made by Commissioner Fitzpatrick and seconded by Commissioner Lane. The motion passed unanimously.

### IV. Financial Statements as of December 31, 2018

Abel Rodriguez led the group through the documents in meeting packets:

**2018 Budget Summary as of 12/31/18:** The first column of this document contains what we budgeted. The second column details actuals to date. The third column is what we completed and the amount we may be over or under. It's important to note that all of today's documents are unaudited financial statements. But if the audit concurs with our numbers, we will end the year with approximately \$114,000 in carry over. Rodriguez noted that we received 99% of the levy, falling short by \$25,000. The Department of Planning & Development (DPD) placed an estimated loss collection of \$34,960 in our original budget. We do not add this amount to our budget, we just subtract it.

In July 2017, we budgeted a carry-over of \$190,000. We ended the year with \$177,000 and adjusted the budget internally to make sure we did not go over the carry-over. Going down to the Allowance for Loss Collection, \$34,960 was the amount we did not receive in 2017. We expected to receive this amount in 2018 as late collections and interest. However, we not receive the \$34,960 and the city took \$10,000 more. So, we ended up losing approximately \$118,000 that we budgeted to receive but did not receive.

Rodriguez said that he was not going to go through every line item, but he noted that every category came under the budgeted expense amount except for personnel, where we were over by \$7,900 because when the 2017 budget was created, we had not budgeted for a full-time PR person. However, by bringing PR in house, we did not spend the \$26,000 budgeted for a PR firm retainer, thus we saved \$18,000.

Commissioner Fitzpatrick inquired as to why we were under the budgeted amount on the safety program. Rodriguez replied that we had planned on hiring two more full-time ambassadors, but that money was re-allocated to the off-duty guard/officer program. Also, there was some turn-over on the team and hiring the right replacements take time.

**Balance Sheet as of December 31, 2018:** This is a summary of the previous document. At the end of the year, SSA#1-2015 had \$328,629.13 cash on hand and our payables were \$214,443.63 (what the SSA owes CLA, the sole service provider, which will be paid by the end of the week). We started the year with a carry-over of \$177,719.73. We used \$63,000 of that so we should end the year with \$114,185.50 in carry-over (this is an unaudited figure). Rodriguez called for questions. Michael Edwards interjected an explanation for the benefit of Commissioners-Elect in attendance, that the SSA reimburses CLA for paying expenses. Other SSAs have a dedicated account and invoices are paid directly from that account. However, it should be noted that our officers get a list of all invoices to be paid and must approve them before they are paid.

A motion to approve the Financial Statements was made by Commissioner Segal and seconded by Commissioner Fitzpatrick. The motion passed unanimously.

**2018 Fourth Quarter Performance Metrics:** All voting Commissioners received an emailed copy of these documents prior to their inclusion in meeting packets. DPD requires sole service providers to report on line items including the budget amounts, how much of that was spent, the vendor used, and how the sole service provider measures the outcome or success of the program. Mark Roschen commented that this was all part of the annual review the city does, and a lot of city departments look at these numbers. Rodriguez added that it

was a red flag for the city if more money was requested but less results were reported. A motion to approve the Fourth Quarter metrics was made by Commissioner Lane and seconded by Commissioner Fitzpatrick. The motion passed unanimously.

**Profit & Loss Budget vs. Actual:** This packet document reconciles the budget. Time was allotted for individuals to read the document. There were no questions. A motion to approve the Profit & Loss Budget vs. Actual January through December 2018 statement was made by Commissioner Cameron and seconded by Commissioner Lane. The motion passed unanimously.

**Contractor Affidavit:** This document verifies that Commissioners agree that the sole service provider, Chicago Loop Alliance, did what they were mandated to do in 2018. A motion to attest that the work was done was made by Commissioner Fitzpatrick and seconded by Commissioner Segal. The motion passed unanimously. The document will be signed by both the SSA chair and the CLA CEO & President and then notarized.

**New Auditor Contract:** In early December, a Request for Proposals (RFP) for an SSA auditor was sent out to 17 firms. The RFP was for a three-year term. CLA only received one proposal back, from our current auditor, the A.C.T. group, who has provided this service for us for the last 12 years. A.C.T.'s bid came in slightly lower (\$3,900 per year) than it has been in previous years. The lack of response may have been because some firms had too much work currently to take on any more.

Commissioners debated the pros and cons of a one year versus a multi-year auditing contract. It takes time and effort to issue an RFP, but it would also be good to have a new firm look at the numbers with fresh eyes. Mark Roschen said that DPD doesn't recommend vendors, but A.C.T. does the audits of multiple SSAs. Regarding multi-year contracts, the city prefers options.

Chair Voshel called for a motion to approve A.C.T. as our audit vendor for a one-year renewable contract. That motion was made by Commissioner Segal and seconded by Commissioner Fitzpatrick. The motion passed unanimously.

**Landscaping Contract:** An RFP was also issued for landscaping. Four proposals were received, from the incumbent Brightview and from City Escape, Christy Weber, and Moore Landscaping. A committee was formed that included SSA Commissioners to see presentations from each company. Numbers were crunched. The committee recommends awarding the three-year contract to City Escape, who exhibited great creativity and came in under our budget numbers. A motion to hire City Escape was made by Commissioner Lane and seconded by Commissioner Cameron. The motion passed unanimously.

## **V. Nomination of New Commissioners**

Michael Edwards stated that as sole service provider, CLA is managing the process of nominating returning and new individuals to serve 3-year private sector terms on the State Street Commission, which includes collecting applications, ethics statements, and letters of support from our Aldermen. Nominating these stakeholders has been discussed previously, a hard copy of a document containing biographical information about them was included in today's meeting packets. Commissioners re-nominated for another term include:

- Dean Lane, General Manager, Palmer House
- John Idler, President & General Manager, ABC7 Chicago
- Ann Voshel, Principal, AVA/Van Dam Charitable Foundation/Marc Realty
- Greg Cameron, Executive Director, Joffrey Ballet
- Ryan Segal, Senior Regional Property Manager, Acadia

New Nominees to the Commission include:

- Eric Finnegan, General Manager, Block 37/CIM
- Mark Anderson, CPM, Property Manager, Hines (Citadel Building)
- LaVerne Morris, Residential Property Owner, 20 North State Street
- Andrea Schwartz, Vice President Media Relations, Macy's

Those Commissioners not returning for another term include:

- Mark Davids, General Manager, AmTrust Realty Corp.
- Paul Fitzpatrick, Principal, 11 East Partners
- Scott David Greenberg, President, ECD Company
- Jennifer Williams, Vice President, Macy's

Edwards said that we applaud everything that our non-returning Commissioners have done for the SSA. (Meeting attendees gave them a literal round of applause.) A change in seats represents a shift in major SSA#1-2015 property ownership. A motion to re-nominate the previously confirmed Commissioners listed and to nominate the new Commissioners listed was made by Commissioner Cameron and seconded by Commissioner Lane. The motion passed unanimously.

Terms for SSA#1-2015 officers are also up. Commissioners nominated to serve include:

- John Idler, Chair
- Anne Voshel, Vice Chair
- Greg Cameron, Treasurer
- Ryan Segal, Secretary

A motion to elect this slate of officers was made by Commissioner Segal and seconded by Commissioner Lane. The motion passed unanimously. Before moving on to the next agenda items, Edwards pointed out the schedule of upcoming SSA#1-2015 meeting dates and city deadlines contained in meeting packets. Please block out time on your calendars.

## **VI. Status Reports/Outstanding Issues**

- **Security:** CPD's Tony Ciaravino stated that the department had ended the year strong. Several action plans were implemented, including enhanced security for the Christkindle Market, the Michigan Avenue Lights Parade, the tree lighting ceremony in Millennium Park, Black Friday, and other events. Extra hands were needed. New Years Eve brought a new fireworks event on the river, poor weather contained crowds for CPD but didn't help tourism. There was not one incident at the river, but there were a few at hotels, primarily between 1 and 3 AM, due to intoxication. Upcoming events include the Jason Van Dyke sentencing this Friday. A CPD action plan takes effect on Thursday; all days off are cancelled and units from other districts will be coming in for 5 consecutive days. There is no intelligence that any gathering to potentially protest the sentence is being planned. On the subject of marches and protests, fewer than 50 people have been involved in recent protests regarding a variety of subjects, a definite difference from last year and having less of an impact on theatres, retailers, and others. Commander Pigott's 2019 theme is "doubling down." The First District will try to lower our statistics further by putting robust strategies in place and doing the best we can with quality of life and homeless issues.
- **DCASE:** No one from DCASE was present to give a report.
- **Streets & Sanitation:** Commissioner Tully turned the report over to Cole Stallard, who reported that the replacement trash receptacles had arrived. A few may pop up here and there, but the plan is to put 23 sets of them out in the spring to replace the Big Bellies. (Michael Edwards inquired about the bag size for the new receptacles.) The cold winter season started with the department utilizing vehicles for safety barricades for parades and other events in October/November. They are now preparing for 4 –

10" of snow predicted for this Friday through Saturday, with possibly additional lake effect snowfall on Sunday. Regarding recent pedway media attention, Fleet & Facilities Management painted some areas grey and patched the floor. There is a male who smoking in the pedway, and a female who tears apart and empties garbage cans. They've been working with Macy's on a group of issues. The pedway is getting better. (Andrea Schwartz added that Macy's has been doing some LED re-lamping to make the area brighter. Previously, E.B. Smith, who donated the stained-glass museum, had asked for a lower light level. Macy's moved their Fashion Incubator to the pedway, but it is currently underutilized because participants stopped coming after being followed. Streets & Sanitation and the police are working on this issue. The CTA is on board with pedway improvements, and hopefully with everyone working together, there will be positive results.)

- **CTA:** Sukmeke Watkins said there was nothing new to report. They are doing their usual pressure washing and monitoring the stairwell near the Renaissance Hotel where there had been problems. Escalator repairs on State Street are still too costly at this moment. Chair Voshel commented that the CTA keeps chaining and padlocking subway kiosk gates closed, which looks horrible. She asked that the CTA go back to using the more attractive built-in locks on the gates.
- **CDOT:** In the absence of Commissioner Scheinfeld, Tom Carney updated the group on the State/Lake El Station project. The design team has been selected, but the contract is still being finalized so there has been no official announcement. \$75 million in funding has been secured, and CDOT is still looking to secure \$25 million more. Michael Edwards conveyed to the group that it is our hope to be invited to design charrettes in the future. This is a very visible location and aesthetics and architecture are key considerations. He asked Carney to touch on why re-doing that station was so important; it will be a major disruption to stakeholders. Carney cited three main reasons: because of the age of the structure, to give it handicap accessibility, and to put it on par with other new or improved stations. Chair Voshel asked if property owners will need to give CDOT basement access as they did with the Wabash/Washington construction project. Carney said that was a reasonable assumption. Laura Jones asked for an update on bollards in the Loop. Carney said that CDOT along with police, fire, and OEMC reps, were on a Vehicular Terrorism Task Force established by City Council. They have been working to gather information, looking at infrastructure, and terrorism events occurring world-wide. Festivals have been targets. They are trying to find a balance between hardening security and protecting people while being thoughtful about results – by focusing on one area, you may just be moving terrorism to another location. The city recently identified a portable bollard system. They bought about 30 of them to test at events; maybe they would be useful in a parkway instead of using a Streets & Sanitation spreader to block off an area. Identifying possible solutions is an ongoing effort of the committee.
- **Sole Service Provider:** Michael Edwards asked Commissioners to look at the President's Report in their meeting packets, especially the security patrol's section on the last pages. It is important to get a sense of what occurs on the street and how the patrol responds. He also pointed out the Springboard annual report. Pedestrian counts are down. In 2017, we saw 91 million people whereas in 2018 the count was 86 million. Several factors could have contributed to the lower number, including weather and construction. Block face reports are sent to property owners up and down the street. Finally, volunteers are needed to serve on a committee to review the RFP replies for our pressure washing contract. (Eric Finnegan, Connie Kable, and Cole Stallard offered to serve.) The deadline to submit proposals to CLA is February 22, 2019. The Commission will award the contract at their March 19<sup>th</sup> meeting.

## VII. Other Business

New Commissioners are reminded to attend the New Commissioner Training at Harold Washington Library on February 20<sup>th</sup> from 9:00 AM to 12 Noon. Topics include the roles and responsibilities of the SSA Commission Service Provider and the Service Provider Board, as well as DPD policies and Ethics guidelines.

The CLA/CLAF Annual Meeting will be held on Thursday, February 14, 2019 at the Hilton Chicago, beginning at 7:00 AM. Commissioner Cameron distributed a flyer on the February 13<sup>th</sup> – 24<sup>th</sup> performances of the Joffrey Ballet's Anna Karenina

The next SSA #1-2015 State Street Commission meeting will be held on Tuesday, March 19, 2019 at 2:00 PM at ABC7.

### **VIII. Adjournment**

A motion to adjourn the meeting was made at 3:01 PM by Commissioner Fitzpatrick.

Respectfully Submitted,



Ryan Segal  
Secretary